

**St. Marys Downtown Development Authority (DDA)**  
**BOARD OF DIRECTORS**

Meeting Minutes for October 13, 2014

The meeting of the St. Marys DDA was called to order by Straight at 8:31 am.

**Members Present:** Councilman Dave Reilly, and Charlie Smith, Cheri Richter, Bill Bruce, Gary Straight, and Terry Landreth

**Members not Present:** Jim Lomis

**Guest in attendance:** Angela Wigger & Darren Harper

**Staff:** Renée Coakley; Executive Assistant, John Holman; City Manager

**Minutes:** The September 8, 2014 meeting minutes were presented by Smith. Motion to approve the minutes was made by Landreth and seconded by Bruce. All were in favor.

**Treasurers Report:** Smith presented the financials which were approved with a motion by Smith and seconded by Richter. All were in favor.

**Additions to the Agenda:** None.

**JDA Presentation:** Mr. Coughlin was unavailable.

**Tourism Presentation:** Angela gave an overview of the description of a Convention and Visitors Bureau (CVB) and the functions that she and her department complete. The CVB is funded by bed tax, gift sales, and the Tour of Homes event in December. This year the Tourism Product Grant was applied for and was not received. The expected funds were going to be used for the Historic Tree Trail. The project will now be completed in stages utilizing funds obtained from the city. By the end of June approximately 11 signs will be in place for the project.

Two stakeholder workshops have been completed. One was with hotels and the second was with local restaurants. This program is to help include the hospitality for the area. SCORE is working on a customer service program as well.

The Georgia Radio Museum opened in May and currently hosts an event “Movies at the Museum”.

Angela noted that the bid for the ferry service to Cumberland Island has been issued and bids are due in November. Potential bidders are requested to manage the Lands and Legacy Tours.

It was reported that some information spots have been filmed featuring the Georgia coast and will air in the January/February timeframe.

Angela did make a request to the DDA board for the following projects: lamp banner program, signage for the St. Marys Community Market, planters in downtown and maintenance for them, possible business for rent event.

## **BUSINESS DISCUSSION:**

**Team Camden:** Darren commented that the next meeting has been canceled. The November meeting will focus on a future visit from National Park Service personnel. Team Camden will also discuss a Camden Connection Tour for next year as well.

Straight asked Darren to extend an invitation to the JDA Director for the November board meeting.

**St. Marys Intracoastal Gateway (SMIG):** Straight reported that the next meeting is scheduled for Thursday, October 16<sup>th</sup>.

**Maritime Heritage District:** Mr. Holman reported that for the Transportation Enhancement (TE) Grant permits have been received and the city is currently waiting for the engineer to complete the plant inspections and submit to GDOT for their review. The desire is to have this project under contract by March. Parking spaces at the SMIG property will be marked soon to prohibit visitors from driving on the property damaging the area.

Straight asked the City Manager the status of the Master Plan. Mr. Holman noted that it is being worked on.

Question was asked about the hiring status for the Main Street Coordinator. Mr. Holman noted that approximately 50 applications have been received and are being reviewed. Hiring goal is tentatively within the next 30 days.

**Historic Tree Trail:** Richter reported that funds were raised a while back for the War of 1812 effort and there is approximately a balance of \$1000 in the DDA budget as a line item. She noted that she may be requesting those funds in the near future for use for the Historic Tree Trail.

**Economic Development Committee:** Nothing to report.

Darren announced that Dan McCray will be giving a free seminar on November 21<sup>st</sup> in Darien on Public/Private financing at the CRC office. More information will come once the agenda is released.

**Adjourn** – Meeting adjourned at 9:36 am with motion by Reilly and second by Smith. All were in favor.

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Charlie Smith, Secretary  
Prepared by Renée Coakley, Executive Assistant